

## **Albright College IQ Web Student Login Instructions**

IQ Web is an Internet based application that allows you to view your grades, unofficial transcript, and account balances. You will also register for classes using IQ Web.

To access IQ Web, click on the IQ Web link in the Albright “Quick Links” section of the Albright College web site. After selecting this link, the IQ Web home page will be displayed.

### **System Requirements**

PC or MAC with an Internet connection and standard web browser is required to run IQ Web. For PCs, Internet Explorer 5.5 or higher is strongly recommended by the vendor. We have also tested Firefox 1.0.7. The browser must have Cookies and Java Script enabled. For MAC users, we have tested Safari browser 1.2.4 and Firefox version 1.0.

### **How to Login to IQ.Web**

**Important: Your login id and password have been created for you. Do not click on the Request Access button.**

**1. Click on the Login icon from the IQ Web home page.**

**For Graduate, Undergraduate and ESL students:** your login id is your official Albright College email address minus the ‘@albright.edu’, or ‘@dcp.albright.edu’ portion of the address. Use all lowercase letters without any spaces.

**For DCP and DSP students:** your login id is the same as your Blackboard login. Use all lowercase letters without any spaces.

**2. Enter your password. Your initial password is your first initial of your first name, first initial of your last name, followed by the last 4 positions of your social security number.**

For example, John Teststudent’s password is jt1234. Enter your initials in lowercase. It is recommended that you change your password from the assigned default password.

**For students who do not have a social security number, your password is the first initial of your first name, first initial of your last name, and the last 4 positions of your Power Campus id. If you do not have this information, please contact the Help Desk at x7676.**

**3. Do not click ‘Yes’ if you get a pop-up box asking if you want Windows to save your password.**

**When you are successfully signed into IQ Web, you should see the ‘Albright Student’ menu. If you do not see ‘Albright Student’ displayed in the upper left hand corner of the screen, click on ‘Change Roles’ and select ‘Albright Student’ from the list of available menus.**

### **Questions or Problems?**

Please direct any questions or problems you may have using IQ Web to the Albright College Help Desk at extension 7676 or email the Help Desk at helpdesk@alb.edu